



**TOWN OF DISCOVERY BAY**  
*A COMMUNITY SERVICES DISTRICT*



President – Mark Simon • Vice-President – Chris Steele • Director – Kevin Graves • Director – Bill Pease • Director – Marianne Wiesen

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**TOWN OF DISCOVERY BAY  
COMMUNITY SERVICES DISTRICT  
AGENDA PACKET**

For the Meeting of Wednesday  
December 3, 2014

7:00 P.M. Regular Meeting

District Office  
1800 Willow Lake Road



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Mark Simon • Vice-President – Chris Steele • Director – Kevin Graves • Director – Bill Pease • Director – Marianne Wiesen

**NOTICE OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OF THE TOWN OF DISCOVERY BAY  
Wednesday December 3, 2014  
REGULAR MEETING 7:00 P.M.  
1800 Willow Lake Road, Discovery Bay, California  
Website address: [www.todb.ca.gov](http://www.todb.ca.gov)**

**REGULAR MEETING 7:00 P.M.**

**A. ROLL CALL AND PLEDGE OF ALLEGIANCE**

1. Call business meeting to order 7:00 p.m.
2. Pledge of Allegiance
3. Roll Call

**B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)**

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the agenda. The public may comment on any item on the Agenda at the time the item is before the Board for consideration. Any person wishing to speak must come up and speak from the podium. There will be no dialog between the Board and the commenter. Any clarifying questions from the Board must go through the Chair.

**C. AREA AGENCIES REPORTS / PRESENTATION**

1. Sheriff's Office Report
2. CHP Report
3. East Contra Costa Fire Protection District Report
4. Supervisor Mary Piepho, District III Report

**D. COMMITTEE/LIAISON REPORTS**

1. Trans-Plan Report
2. County Planning Commission Report
3. Code Enforcement Report
4. Special Districts Report\*\*

*\*\*These meetings are held Quarterly*

**E. PRESENTATIONS**

1. **Recognition** – Board Member Marianne Wiesen

**F. CONSENT CALENDAR**

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approval of DRAFT minutes of regular meeting dated November 19, 2014
2. Approve Register of District Invoices

**G. BUSINESS AND ACTION ITEMS**

1. Agency Comment Request – Land Use Permit Application – LP14-2064 – Delta Community Presbyterian Church/Verizon Wireless

**H. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)**

- I. **PRESIDENT REPORT AND DIRECTORS' COMMENTS**
- J. **MANAGER'S REPORT – Discussion and Possible Action**
- K. **GENERAL MANAGER'S REPORT – Discussion and Possible Action**
- L. **DISTRICT LEGAL COUNSEL REPORT**
- M. **COMMITTEE UPDATES – Discussion and Possible Action**
- N. **CORRESPONDENCE – Discussion and Possible Action**
- O. **PUBLIC RECORD REQUESTS RECEIVED**
- P. **FUTURE AGENDA ITEMS**
- Q. **ADJOURNMENT**
  - 1. Adjourn to the next regular meeting dated December 17, 2014 starting at 7:00 p.m. on 1800 Willow Lake Rd – Located behind the Delta Community Presbyterian Church.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925)634-1131, during regular business hours, at least twenty-four hours prior to the time of the meeting."

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."



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*A COMMUNITY SERVICES DISTRICT*



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No Back Up  
Documentation  
For Agenda Item C



**TOWN OF DISCOVERY BAY**  
*A COMMUNITY SERVICES DISTRICT*



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No Back Up  
Documentation  
For Agenda Item D



**TOWN OF DISCOVERY BAY**  
*A COMMUNITY SERVICES DISTRICT*



President – Mark Simon • Vice-President – Chris Steele • Director – Kevin Graves • Director – Bill Pease • Director – Marianne Wiesen

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No Back Up  
Documentation  
For Agenda Item E-1



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Mark Simon • Vice-President – Chris Steele • Director – Kevin Graves • Director – Bill Pease • Director – Marianne Wiesen

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OF THE TOWN OF DISCOVERY BAY  
Wednesday November 19, 2014  
REGULAR MEETING 7:00 P.M.  
1800 Willow Lake Road, Discovery Bay, California  
Website address: [www.todb.ca.gov](http://www.todb.ca.gov)**

**REGULAR MEETING 7:00 P.M.**

**A. ROLL CALL AND PLEDGE OF ALLEGIANCE**

Call business meeting to order – 7:00 p.m. by President Simon  
Pledge of Allegiance – Led by Vice-President Steele  
Roll Call – All Present

**B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)**

There was one Public Comment Speaker

**C. PRESENTATIONS**

**1. Capital Improvement Program Update**

District Engineer Harris – Provided the details of item C-1. There was discussion between the District Engineer, the General Manager, and the Board

**D. PRESIDENT REPORT AND DIRECTORS' COMMENTS**

None

**E. CONSENT CALENDAR**

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approval of DRAFT minutes of special meeting dated November 5, 2014
2. Approval of DRAFT minutes of regular meeting dated November 5, 2014
3. Approve Register of District Invoices
4. Approve and Record the Notice of Completion for the Discovery Bay Pump Station F Rehabilitation Project and Authorize Release of the Retention

**Motion by:** Director Pease to approve the Consent Calendar

**Second by:** Director Graves

**Vote:** Motion Carried – AYES: 5, NOES: 0

**F. BUSINESS AND ACTION ITEMS**

**1. Contract between the Town of Discovery Bay and Digital Deployment, Inc. to Develop a New Web Presence and Website**

General Manager Howard – Provided the details of item F-1.

Rocky Martin, Business Development Manager – Provided additional details of item F-1. There was discussion between the General Manager, the Business Development Manager, and the Board.

**Motion by:** Director Graves to approve contract with Digital Deployment, Inc. with the caveat that the contract doesn't include the Service Level Agreement (SLA) as presented tonight and the SLA will change with further negotiating; in the amount of \$16,800.00 to develop a new Town of Discovery Bay website, and authorize the General Manager to execute all contract documents.

**Second by:** Director Pease

**Vote:** Motion Carried – AYES: 5, NOES: 0

**2. Town of Discovery Bay Record Retention Schedules**

**General Manager Howard** – Provided the details of item F-2. There was discussion between the General Manager and the Board.

**Motion by:** Director Pease to adopt Resolution No. 2014-26 approving Town of Discovery Bay Records Retention and Document Destruction Schedules.

**Second by:** Director Wiesen

**Vote:** Motion Carried – AYES: 5, NOES: 0

**G. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)**

**H. VEOLIA REPORT**

**1. Veolia Report – Month of October 2014**

**Project Manager Berney Sadler** – Provided the details of the October 2014 Monthly Operations Report. There was discussion between the Project Manager, the General Manager, the Water and Wastewater Manager, and the Board.

**I. MANAGER'S REPORTS – Discussion and Possible Action**

None

**J. GENERAL MANAGER'S REPORT – Discussion and Possible Action**

Updated the Board regarding the Vendor Appreciation Brunch dated December 5, 2014; Rick will be out of the office for part of December and returning after the 1<sup>st</sup> of the year; Pictures of the Oxidation Ditch.

**K. DISTRICT LEGAL COUNSEL REPORT**

None

**L. COMMITTEE UPDATES – Discussion and Possible Action**

None

**M. CORRESPONDENCE – Discussion and Possible Action**

1. R – Byron Municipal Advisory Council meeting minutes dated September 18, 2014
2. R – East Contra Costa County Fire Protection District meeting minutes dated October 6, 2014

**N. PUBLIC RECORD REQUESTS RECEIVED**

**O. FUTURE AGENDA ITEMS**

Update on the County Park Transfer Agreement

**P. ADJOURNMENT**

The meeting adjourned at 8:46 to the next Regular meeting dated December 3, 2014 starting at 7:00 p.m. on 1800 Willow Lake Road.

//cmc – 11-21-14

<http://www.todb.ca.gov/content/agenda-and-minutes/>



# Town of Discovery Bay

*"A Community Services District"*

## AGENDA REPORT

Meeting Date

December 03, 2014

**Prepared By:** Dina Breitstein, Finance Manager & Lesley Marable, Sr. Accounts Clerk  
**Submitted By:** Rick Howard, General Manager

*RH*

### Agenda Title

Approve Register of District Invoices

### Recommended Action

Staff recommends that the Board approve the listed invoices for payment

### Executive Summary

District invoices are paid on a regular basis, and must obtain Board authorization prior to payment. Staff recommends Board authorization in order that the District can continue to pay warrants in a timely manner.

### Fiscal Impact:

**Amount Requested** \$ 164,741.73

**Sufficient Budgeted Funds Available?:** Yes (If no, see attached fiscal analysis)

**Prog/Fund #** See listing of invoices. **Category:** Operating Expenses and Capital Improvements

### Previous Relevant Board Actions for This Item

### Attachments

Request For Authorization to Pay Invoices for the Town of Discovery Bay CSD 2014/2015  
Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 8 2014/2015  
Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 9 2014/2015

AGENDA ITEM: F-2

**Request For Authorization To Pay Invoices (RFA)**  
**For The Meeting On December 03, 2014**  
**Town of Discovery Bay CSD**  
**For Fiscal Year's 7/14 - 6/15**

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
<b>Administration</b>				
Brut Force Janitorial	11/2014	Janitorial Service Nov 2014 (Z57,Z61)	10/31/14	\$50.00
Commercial Tree Care	20029	Landscape Reimb (Z61)	11/03/14	\$2,225.00
Commercial Tree Care	20040	Landscape Reimb (Z61)	11/05/14	\$990.00
Commercial Tree Care	20084	Landscape Reimb (Z61)	11/12/14	\$1,830.00
My Bark Company, Inc.	8104	Landscape Reimb (Z57,Z61)	11/19/14	\$6,894.90
Norman's Nursery	513540	Landscape Reimb. Plant Order (Z61)	10/31/14	\$2,608.89
Norman's Nursery	514418	Landscape Reimb. Plant Order (Z61)	11/09/14	\$255.15
Norman's Nursery	515429	Ground Cover (Z57)	11/17/14	\$1,318.71
Odyssey Landscape Co, Inc.	360399541.1	Fence Repair (Z61)	10/31/14	\$225.00
Odyssey Landscape Co, Inc.	36039975	Monthly Maintenance (Z35,Z57,Z61)	11/20/14	\$7,589.79
Watersavers Irrigation Inc.	1522371-00	Landscape Reimb (Z61)	11/11/14	\$162.73
		<b>Administration</b>	<b>Sub-Total</b>	<b>\$24,150.17</b>
<b>Water</b>				
Aflac	703566	Supplemental Insurance Nov 2014	11/20/14	\$217.10
Alhambra	13710019 103114	Water Service	10/31/14	\$20.81
Bill Pease	Nov 2014	Expense Report Nov 2014	11/20/14	\$138.00
Brut Force Janitorial	11/2014	Janitorial Service Nov 2014	10/31/14	\$100.00
California Special Districts Assoc.	5678/2015	Membership 2015	11/15/14	\$2,115.20
Cash	Nov 2014	Office Supplies and Notary	11/20/14	\$46.09
Charlotte Soliven	4062 REGATTA	Closed Account, Refund Overpayment	11/17/14	\$7.55
Chris Steele	Nov 2014	Expense Report Nov 2014	11/20/14	\$138.00
Cintas	185489858	Uniforms	11/12/14	\$14.93
Cintas	185490678	Uniforms	11/19/14	\$14.92
County Of Contra Costa, Dept of Info Tec	9218	Data Processing Oct 2014	11/17/14	\$17.60
Digital Deployment	92154	Website Development	11/21/14	\$3,360.00
Discovery Bay Designs	1055	Apparel Order	11/17/14	\$30.16
Freedom Mailing Service, Inc	25637	Water Bill Processing Oct 2014	11/14/14	\$1,051.33
MailFinance	N5011054	Postage Machine	11/15/14	\$96.41
Marianne Wiesen	Nov 2014	Expense Report Nov 2014	11/20/14	\$138.00
Mark Simon	Nov 2014	Expense Report Nov 2014	11/20/14	\$120.00
Neumiller & Beardslee	265835	Service Performed Oct 2014	11/17/14	\$2,199.30
Office Depot	738721530001	Office Supplies	11/05/14	\$22.99
Office Depot	738721733001	Office Supplies	11/05/14	\$24.62
Office Depot	738721735001	Office Supplies	11/05/14	\$6.55
Office Depot	740446852001	Office Supplies	11/13/14	\$63.15
Office Depot	740447072001	Office Supplies	11/13/14	\$5.24
Pacific Gas & Electric	2943721807-5/111014	Electric & Gas Bill 10/10/14-11/09/14	01/10/14	\$35,477.82
Physio-Control, Inc.	415021331	Annual Maintenance AED	11/04/14	\$111.98
R & B Company	S1448184.001	Repair Items	11/10/14	\$50.45
ReliaStar Life Insurance Company	#JR52 457(B) 113014	457(b) 11/16/14-11/30/14	11/30/14	\$475.77
Shred-It USA-Concord	9404463776	Shredding Service	11/13/14	\$23.76
Some Gave All	Nov 2014	Expense Report Nov 2014	11/20/14	\$295.64
Star Awards	14-11-008	Badge and Plates	11/17/14	\$12.48
SWRCB	WD-0106004	Annual Permit Willow Lake	11/12/14	\$2,088.00
Univar	SJ651678	Chemicals Delivered 10/30/14	10/30/14	\$144.97
Univar	SJ651689	Chemicals Delivered 10/30/14	10/30/14	\$213.43
Upper Case Printing, Ink.	8820	Office Supplies	11/04/14	\$22.72
Veolia Water North America	43276	Monthly R&M Oct 2014	11/19/14	-\$205.00
Veolia Water North America	43446	Reclaimed Water Project	11/19/14	\$767.81
Verizon Wireless	9734496100	Cell Phone Bill Oct 2014	10/26/14	\$154.23
		<b>Water</b>	<b>Sub-Total</b>	<b>\$49,582.01</b>
<b>Wastewater</b>				
Aflac	703566	Supplemental Insurance Nov 2014	11/20/14	\$325.66
Alhambra	13710019 103114	Water Service	10/31/14	\$31.21
American Retrofit Systems	1038	AC Unit Newport Lift Station	11/07/14	\$225.00
American Retrofit Systems	1039	AC Unit Newport Lift Station	11/12/14	\$505.00
American Retrofit Systems	1040	Power For Trailer	11/13/14	\$200.00
American Retrofit Systems	2	Remove Refrigerant From Units WWTP#2	11/07/14	\$225.00
Bill Pease	Nov 2014	Expense Report Nov 2014	11/20/14	\$207.00
Brut Force Janitorial	11/2014	Janitorial Service Nov 2014	10/31/14	\$150.00

California Special Districts Assoc.	5678/2015	Membership 2015	11/15/14	\$3,172.80
Cash	Nov 2014	Office Supplies and Notary	11/20/14	\$69.15
Chris Steele	Nov 2014	Expense Report Nov 2014	11/20/14	\$207.00
Cintas	185489858	Uniforms	11/12/14	\$22.39
Cintas	185490678	Uniforms	11/19/14	\$22.40
Comcast	8155400350232938/14	WWTP#1 Internet	11/03/14	\$118.75
Comcast	8155400350232946/14	WWTP#2 Internet	11/03/14	\$88.70
County Of Contra Costa, Dept of Info Tec	9218	Data Processing Oct 2014	11/17/14	\$26.40
Delta Debris Box Service	995617	Green Waste	10/31/14	\$3,148.79
Digital Deployment	92154	Website Development	11/21/14	\$5,040.00
Discovery Bay Designs	1055	Apparel Order	11/17/14	\$45.23
MailFinance	N5011054	Postage Machine	11/15/14	\$144.62
Marianne Wiesen	Nov 2014	Expense Report Nov 2014	11/20/14	\$207.00
Mark Simon	Nov 2014	Expense Report Nov 2014	11/20/14	\$180.00
Neumiller & Beardslee	265835	Service Performed Oct 2014	11/17/14	\$2,943.40
Office Depot	738721530001	Office Supplies	11/05/14	\$34.48
Office Depot	738721738001	Office Supplies	11/05/14	\$22.10
Office Depot	738827367001	Office Supplies	11/05/14	\$88.50
Office Depot	740446852001	Office Supplies	11/13/14	\$94.72
Office Depot	740447072001	Office Supplies	11/13/14	\$7.87
Pacific Gas & Electric	1181942262-4/110714	Electric & Gas Bill 11/09/14-11/06/14	11/07/14	\$4,984.35
Pacific Gas & Electric	7312115758-7/110814	Electric & Gas Bill 10/13/14-10/16/14	11/08/14	\$2,679.82
Physio-Control, Inc.	415021331	Annual Maintenance AED	11/04/14	\$167.98
ReliaStar Life Insurance Company	#JR52 457(B) 113014	457(b) 11/16/14-11/30/14	11/30/14	\$713.65
Shred-It USA-Concord	9404463776	Shredding Service	11/13/14	\$35.63
Some Gave All	Nov 2014	Expense Report Nov 2014	11/20/14	\$443.45
Star Awards	14-11-008	Badge and Plates	11/17/14	\$18.72
SWRCB	WD-0104815	Annual Permit WWTP	11/12/14	\$19,408.00
Technical Services Group	40122A	Pressure Transmitter Repair	11/04/14	\$4,816.72
Upper Case Printing, Ink.	8820	Office Supplies	11/04/14	\$34.08
Veolia Water North America	43276	Monthly R&M Oct 2014	11/19/14	\$2,248.66
Veolia Water North America	43289	Large R&M Oct 2014	11/19/14	\$11,378.77
Verizon Wireless	9734496100	Cell Phone Bill Oct 2014	10/26/14	\$231.35

**Wastewater Sub-Total \$64,714.35**

**Community Center**

**Community Center Sub-Total \$0.00**

**Grand Total \$138,446.53**

**Request For Authorization To Pay Invoices (RFA)**  
**For The Meeting On December 03, 2014**  
**Town of Discovery Bay, D.Bay L&L Park #8**  
**For Fiscal Year's 7/14 - 6/15**

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Alhambra	13710019 103114	Community Center-Water Service	10/31/14	\$146.34
American Retrofit Systems	1	Entrance Light	11/07/14	\$360.00
Brentwood Press & Publishing	165947	Community Center- Recreation Guides	11/18/14	\$3,727.00
Brut Force Janitorial	11/2014	Janitorial Service Nov 2014	10/31/14	\$310.00
Cash	NOV 2014 A	Community Center-Events	11/20/14	\$113.96
Cintas	185489858	Uniforms	11/12/14	\$18.65
Cintas	185489858	Community Center-Mats	11/12/14	\$22.29
Cintas	185490678	Uniforms	11/19/14	\$18.65
Cintas	185490678	Community Center-Mats	11/19/14	\$22.30
Comcast	8155400350238372/14	Community Center-Internet	10/22/14	\$160.24
Commercial Tree Care	20031	Community Center-Chip and Clean	11/04/14	\$1,260.00
Delta Debris Box Service	995611	Community Center-40 YD	10/31/14	\$640.54
Discovery Bay Disposal	17-0001966/103114	Com 2 Yd Bin	10/31/14	\$292.37
Discovery Bay Disposal	17-0013218/103114	Community Center-Com 2 Yd Bin	10/31/14	\$292.37
Karina Dugand	15	Community Center-Program Fees	11/11/14	\$251.20
Neumiller & Beardslee	265835	Service Performed Oct 2014	11/17/14	\$258.00
Neumiller & Beardslee	265835	Community Center-Service Performed Oct 2014	11/17/14	\$476.10
Office Depot	737975984001	Community Center-Office Supplies	10/30/14	\$15.83
Office Depot	737975984001	Community Center-Office Supplies	10/30/14	\$5.62
Office Depot	739482721001	Office Supplies	11/10/14	\$68.85
Office Depot	739482721001	Community Center-Office Supplies	11/10/14	\$23.29
Office Depot	740021631001	Community Center-Office Supplies	11/11/14	\$129.89
Office Depot	740592801001	Community Center-Office Supplies	11/13/14	\$46.61
Pacific Display, Inc.	2298	Holiday Lighting	11/04/14	\$1,714.00
Pacific Gas & Electric	0869258994-1/110714	Electric & Gas Bill 10/09/14-11/06/14	11/07/14	\$458.10
Pacific Gas & Electric	5702839598-6/110914	Community Center-Electric & Gas Bill 10/09/14-11/06/14	11/09/14	\$1,201.47
Pacific Gas & Electric	5939734421-5/111714	Electric & Gas Bill 10/17-14-11/17/14	11/17/14	\$6,716.27
Town of Discovery Bay, CSD	9-900-000-002-6.02	Community Center-Water Bill 10/01/14-10/31/14	10/31/14	\$456.26
Town of Discovery Bay, CSD	9-900-000-002-7.02	Water Bill 10/01/14-10/31/14	10/31/14	\$8.72
Town of Discovery Bay, CSD	9-900-000-004-2.01	Water Bill 10/01/14-10/31/14	10/31/14	\$1,162.32
Town of Discovery Bay, CSD	9-900-000-004-2.02	Water Bill 10/01/14-10/31/14	10/31/14	\$277.71
Town of Discovery Bay, CSD	9-900-000-004-2.03	Water Bill 10/01/14-10/31/14	10/31/14	\$348.08
Town of Discovery Bay, CSD	9-900-000-004-2.04	Water Bill 10/01/14-10/31/14	10/31/14	\$130.85
Town of Discovery Bay, CSD	9-900-000-004-2.05	Water Bill 10/01/14-10/31/14	10/31/14	\$39.25
Town of Discovery Bay, CSD	9-900-000-004-2.06	Water Bill 10/01/14-10/31/14	10/31/14	\$226.82
Town of Discovery Bay, CSD	9-900-000-004-2.07	Water Bill 10/01/14-10/31/14	10/31/14	\$9.30
Town of Discovery Bay, CSD	9-900-000-004-2.08	Water Bill 10/01/14-10/31/14	10/31/14	\$9.30
Town of Discovery Bay, CSD	9-900-000-004-2.09	Water Bill 10/01/14-10/31/14	10/31/14	\$52.92
Town of Discovery Bay, CSD	9-900-000-004-2.10	Water Bill 10/01/14-10/31/14	10/31/14	\$64.55
Town of Discovery Bay, CSD	9-900-000-004-4.01	Water Bill 10/01/14-10/31/14	10/31/14	\$2.90
Town of Discovery Bay, CSD	9-900-000-004-4.02	Water Bill 10/01/14-10/31/14	10/31/14	\$74.73
Town of Discovery Bay, CSD	9-900-000-004-4.03	Water Bill 10/01/14-10/31/14	10/31/14	\$282.65
Town of Discovery Bay, CSD	9-900-000-004-4.04	Water Bill 10/01/14-10/31/14	10/31/14	\$14.53
Town of Discovery Bay, CSD	9-900-000-004-4.05	Water Bill 10/01/14-10/31/14	10/31/14	\$212.28
Town of Discovery Bay, CSD	9-900-000-012-0.01	Water Bill 10/01/14-10/31/14	10/31/14	\$5.81
Verizon Wireless	9734496100	Cell Phone Bill Oct 2014	10/26/14	\$91.12
Verizon Wireless	9734496100	Community Center-Cell Phone Bill Oct 2014	10/26/14	\$91.14
<b>Total</b>				<b>\$22,311.18</b>

**Request For Authorization To Pay Invoices (RFA)**  
**For The Meeting On December 03, 2014**  
**Town of Discovery Bay, D.Bay L&L Park #9 (Ravenswood)**  
**For Fiscal Year's 7/14 - 6/15**

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Brut Force Janitorial	11/2014	Janitorial Service Nov 2014	10/31/14	\$25.00
Cintas	185489858	Uniforms	11/12/14	\$18.66
Cintas	185490678	Uniforms	11/19/14	\$18.66
Neumiller & Beardslee	265835	Service Performed Oct 2014	11/17/14	\$102.50
Odyssey Landscape Co, Inc.	36039975	Monthly Maintenance	11/20/14	\$2,900.73
Office Depot	737975603001	Office Supplies	10/30/14	\$26.26
Office Depot	737975984001	Office Supplies	10/30/14	\$9.29
Office Depot	739482939001	Office Supplies	11/10/14	\$2.93
Pacific Gas & Electric	0403377952-3/110714	Electric & Gas Bill 10/09/14-11/06/14	11/07/14	\$41.82
Town of Discovery Bay, CSD	9-900-000-004-3.01	Water Bill 10/01/14-10/31/14	10/31/14	\$5.81
Town of Discovery Bay, CSD	9-900-000-004-3.02	Water Bill 10/01/14-10/31/14	10/31/14	\$412.06
Town of Discovery Bay, CSD	9-900-000-004-3.03	Water Bill 10/01/14-10/31/14	10/31/14	\$329.18
Verizon Wireless	9734496100	Cell Phone Bill Oct 2014	10/26/14	\$91.12
			<b>Total</b>	<b>\$3,984.02</b>



# Town of Discovery Bay

*"A Community Services District"*

## AGENDA REPORT

Meeting Date

December 3, 2014

**Prepared By:** Carol McCool, Administrative Assistant, Board Clerk

**Submitted By:** Rick Howard, General Manager

*RH*

### Agenda Title

Agency Comment Request – Land Use Permit Application – LP14-2064 – Delta Community Presbyterian Church/Verizon Wireless

### Recommended Action

As Necessary

### Executive Summary

The Contra Costa County Department of Conservation and Development has requested Board input to a new Verizon wireless telecommunications facility on a new 65-foot tall monopole with 9 antennas and associated equipment, cabinets, and back-up generator within a P-1 Zoning District.

The project includes 2 underground conduit connections, the removal of 2 off-street parking spaces for the church and the addition of 12 new off-street parking spaces.

The Contra Costa County Department of Conservation and Development is seeking Board input into this proposed application.

### Fiscal Impact:

**Amount Requested** \$N/A

**Sufficient Budgeted Funds Available?:** (If no, see attached fiscal analysis)

**Prog/Fund # Category: Pers. Optg. Cap. -or- CIP# Fund#**

### Previous Relevant Board Actions for This Item

### Attachments

Agency Comment Request – LP14-2064

AGENDA ITEM: G-1





**CONTRA COSTA COUNTY  
DEPARTMENT OF CONSERVATION & DEVELOPMENT  
COMMUNITY DEVELOPMENT DIVISION**

**LAND USE PERMIT APPLICATION**

TO BE FILLED OUT BY APPLICANT OR OWNER

<b>OWNER</b>		<b>APPLICANT</b>	
Name	Delta Comm. Presbyterian Church	Name	Verizon Wireless - Agent of Applicant is On Air, LLC
Address	1900 Willow Lake Road	Address	465 1st Street West, Ste. 101
City, State	Discovery Bay, CA 94505	City, State	Sonoma, CA 95476
Phone	925-634-0184	Phone	707-933-9633
By signing below, owner agrees to pay all costs, including any accrued interest, if the applicant does not pay costs. <input checked="" type="checkbox"/> Check here if billings are to be sent to applicant rather than owner.		By signing below, applicant agrees to pay all costs for processing this application, plus any accrued interest, if the costs are not paid within 30 days of invoicing.	
Owner's signature	<i>[Signature]</i>	Applicant's signature	<i>[Signature]</i>
<b>CONTACT PERSON (optional)</b>		<b>PROJECT DATA</b>	
Name	Aaron Salars	Total Parcel Size:	5.4 Acres
Address	465 1st Street West, Ste. 101	Proposed Number of Units:	0
City, State	Sonoma, CA 95476	Proposed Square Footage:	425 +/-
Phone	707-933-9633	Estimated Project Value:	\$125,000
DESCRIPTION OF REQUEST (attach supplemental statement if necessary): See Attached Project Description			

**OFFICE USE ONLY**

**Application description:** The applicant is requesting approval of a land use permit with development plan for a new Verizon wireless telecommunications facility on a new 65-foot tall monopalm with 9 antennas and associated equipment, cabinets, and back-up generator within a P-1 Zoning District. The project includes 2 underground conduit connections, the removal of 2 off-street parking spaces for the church and the addition of 12 new off-street parking spaces.

**Property description:** A descriptive 5.4-acre parcel identified as APN 008-330-068

Ordinance Ref.: 84-66.404	TYPE OF FEE	FEE	S-CODE	Assessor's No.: 008-330-068
Area: Discovery Bay	*Base Fee/Deposit	\$ 5000	S-	Site Address: 1900 Willow Lake Rd
Fire District: East Co Co	Late Filing Penalty (+50% of above if applicable)	\$	S-066	Zoning District: P-1
Sphere of Influence: -	½% est. value over \$100,000	\$	S-029	Census Tract: 3040.03
Flood Zone: B	#Units: x \$195.00	\$	S-014	Atlas Page: N-28; N-29, P-28; P-29
	Sq. Ft. x \$0.20	\$		
Panel Number:	Notification Fee	\$15.00 / \$30.00	S-052	General Plan: CR and PS
x-ref Files:	Fish & Game Posting (if not CEQA exempt)	\$75.00	S-048	LP/DP Combination: YES NO
	Env. Health Dept.	\$47.00	5884	Supervisorial District: 3
	Other:	\$		Received by: Christine
Concurrent Files:	<b>TOTAL</b>	\$ 5162.00		Date Filed: November 12, 2014
	Receipt #	140002420		<b>File Number: LP 14-2064</b>
*Additional fees based on time and materials will be charged if staff costs exceed base fee.				

**INSTRUCTIONS ON REVERSE SIDE**



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Dept of Conservation & Development

# Discovery Bay Blvd

## Project Description

1900 Willow Lake Rd, Discovery Bay, CA 94505

APN: 008-330-068

### PROJECT SUMMARY

Type of Project: Installation of a new wireless telecommunication facility

Location: 1900 Willow Lake Rd, Discovery Bay, CA 94505

Zoning: PD – Planned Development

Tower Structure: 65' tall faux palm tree

Antennas: Nine (9) panel type antennas along with nine (9) remote radio units (RRU's) and two (2) surge protectors near the top of the faux palm tree. Also two (2) GPS antennas attached to the equipment cabinets

Equipment: 17' X 25' lease area with Equipment Cabinets and one (1) standby 30 KW generator, and hybrid cables connecting the radio equipment to the antennas

### APPLICANT'S OBJECTIVE

Verizon Wireless formally requests under the Contra Costa General Plan and Title 8 of the Zoning code, approval of a **Use Permit** for a new commercial telecommunications facility in a Planned Development District.

## SITE INFORMATION

The property is 5.4 acres and is zoned as an PD district. The surrounding parcels to the north, east and south are also zoned PD. The current use of the property is the Delta Community Presbyterian Church. They also run an elementary school on property. The current uses of the property will not be adversely affected by the Verizon use. Also There are two other carriers on the property. T-Mobile along with AT&T each have separate facilities on the parcel. Verizon intends to cluster their facility near the other two to minimize impacts. The site has direct access to a public right of way via Willow Lake Road.



## PROJECT DESCRIPTION

In order to provide clear, consistent mobile communications service to the area of Bethel Island and east Oakley, Verizon Wireless proposes to construct and operate an unmanned telecommunications facility on the property located at 1900 Willow Lake Road. The site will consist of a 65' monopine that supports nine (9) panel antennas and nine (9) RRU's. There is a 17' X 25' lease area that will contain radio equipment cabinets, a back up diesel generator and other miscellaneous equipment. PG&E electric service and AT&T high capacity fiber service are the only utilities that will be needed to operate the facility. These two services will be connected to via two nearby underground vaults owned by each service provider. Both utility services will be brought to the site via underground conduits. No additional easements on property not owned by our Lessor are needed. The 30 KW diesel generator for back up power only will also be placed on the raised platform. This 30 KW standby generator has a double-walled diesel belly tank, which will fuel the generator.

This generator will run only in emergency situations and for a ten (10) minute test once a week to ensure it is operating correctly. Verizon wants the entire network to be able to sustain itself in the event of extended blackout situations. Lastly, in order to fit the Verizon equipment area in the rear of the property where the property owner(s) prefer Verizon's equipment to be, we had to remove two parking spaces. Verizon is creating a new parking area in the front that will add 12 parking spaces, which should help reduce parking congestion on the property.

Verizon wanted to collocate where the other two carriers are located to minimize impacts throughout Discovery Bay. Verizon also assessed whether they could use one of the two existing towers on property. On both the T-Mobile tower, which is 50' tall and the AT&T tower which is 65' tall, the highest point at which Verizon could attach their antennas on either tower would be about 40' due to the needed vertical separation requirements between sets of antennas. This height is not high enough to meet the coverage objective and that plan was rejected as an option by the Verizon Radio Frequency Engineer. Secondly, the Verizon antennas would be completely exposed as you can't install a second set of fake palm fronds. It would not look realistic to say the least. Therefore Verizon decided it had to create it's own tower structure just as AT&T did.

### **ENVIRONMENTAL EFFECTS**

The proposed facility will not result in significant impacts to the environment or to the area in which it is located. It does not present a safety hazard, and there is minimal traffic usage (typically one to two site visits per month.) Operation of the facility will not conflict with other existing uses in the area. Construction will result in minimal disturbance to the surrounding area.

The project should be considered exempt under the California Environmental Quality Control Act (CEQA) under Section 15303, New Construction or Conversion of Small Structures. Class 3 consists of construction and location of limited numbers of new, small facilities or structures, installation of small new equipment and facilities in small structures.

### **MAINTENANCE PROGRAM**

The proposed facility will be unmanned and will not require the use of services such as water, sewer, or police. Electric power and telephone services are the only necessary utilities. Local utility companies will assist in extending services to the proposed location.

After construction is complete, the site will be visited one or two times a month for routine maintenance.

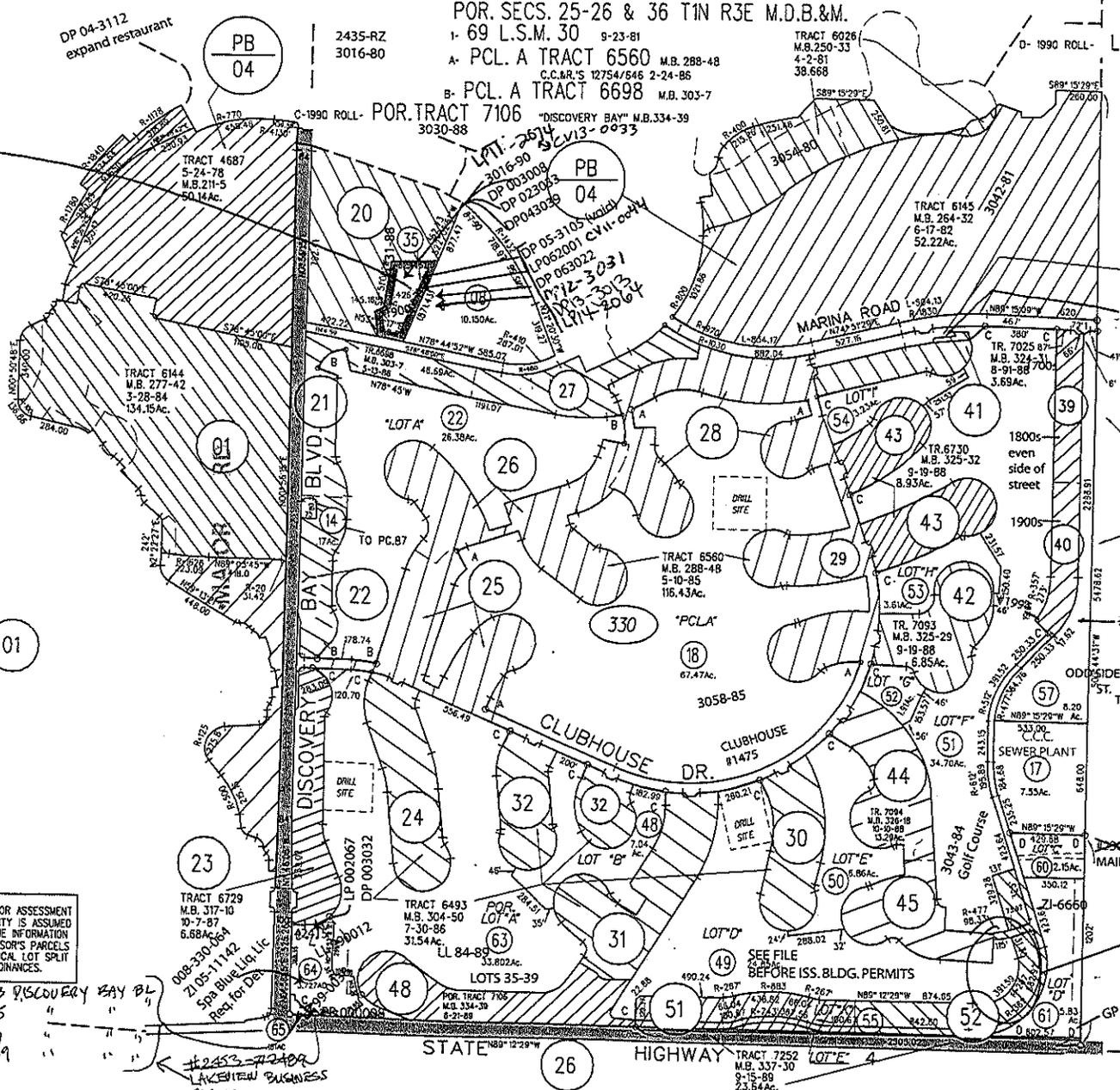
In addition, each facility is monitored 24 hours a day, electronically for intrusion and environmental disruption. The facility will also contain a sign identifying a 1-800 number to call in case of an emergency (manned 24 hours a day by Verizon employees) and identifying it as a Verizon facility. Verizon will be in compliance with all FCC regulations regarding signage at the facility.

POR. SECS. 25-26 & 36 T1N R3E M.D.B.&M.

2435-RZ  
3016-80  
1- 69 L.S.M. 30 9-23-81  
A- PCL. A TRACT 6560 M.B. 288-48  
C.C.M.R.'S 12754/646 2-24-86  
B- PCL. A TRACT 6698 M.B. 303-7  
POR. TRACT 7106 "DISCOVERY BAY" M.B. 334-39  
3030-88

D- 1990 ROLL- LOTS C & D, TRACT 7252  
3043-88 Golf Course

site



per Assessors  
4-3-92 1:38 SW

**RD. FEES**

**BRIDGE FEES**  
**MARK PERMIT**

ZM: N-28 | N-29  
P-28 | P-29

REVISED	CHANGE	BY
11-18-89	CRE 063-085	KR

330  
FM 009-24 1-8-9  
ASSESSOR'S MAP  
BOOK 8 PAGE 33  
CONTRA COSTA COUNTY, CALIF.

NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

Bldg 1 #2453 DISCOVERY BAY BL  
2 #2465  
3 #2471  
4 #2489  
008-330-0001  
Z105-11-42  
Sea Bluff Lic  
Rest. for Del  
#2453-2240A  
LAKEVIEW BUSINESS  
01-27A

07 JAN - 8 AM 10:47

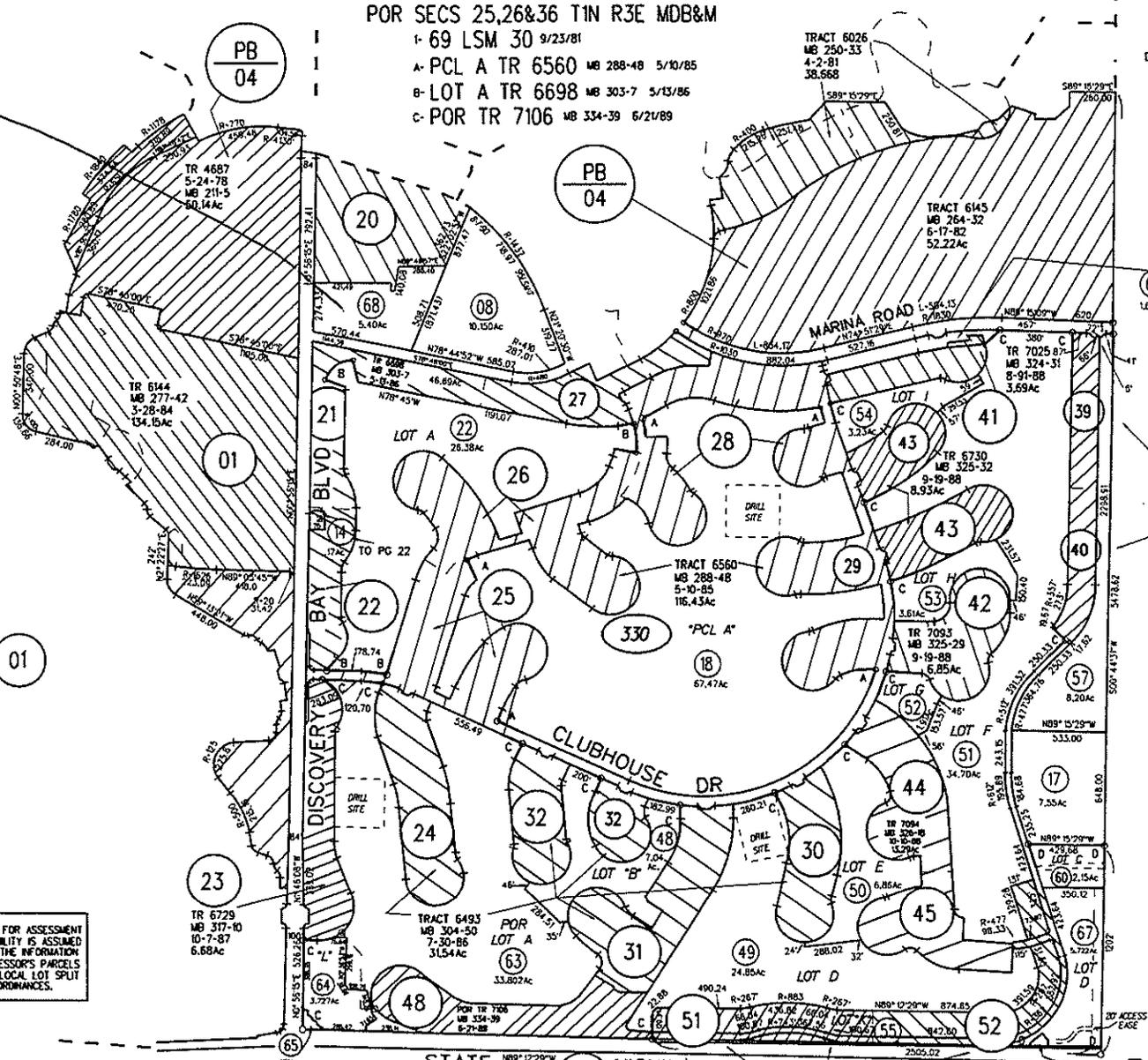
Agenda Item G-1

POR SECS 25,26&36 T1N R3E MDB&M

- 1- 69 LSM 30 9/23/81
- A- PCL A TR 6560 MB 288-48 5/10/85
- B- LOT A TR 6698 MB 303-7 5/13/86
- C- POR TR 7106 MB 334-39 6/21/89

D- LOTS C&D TR 7252 MB 337-30 9/15/89

site

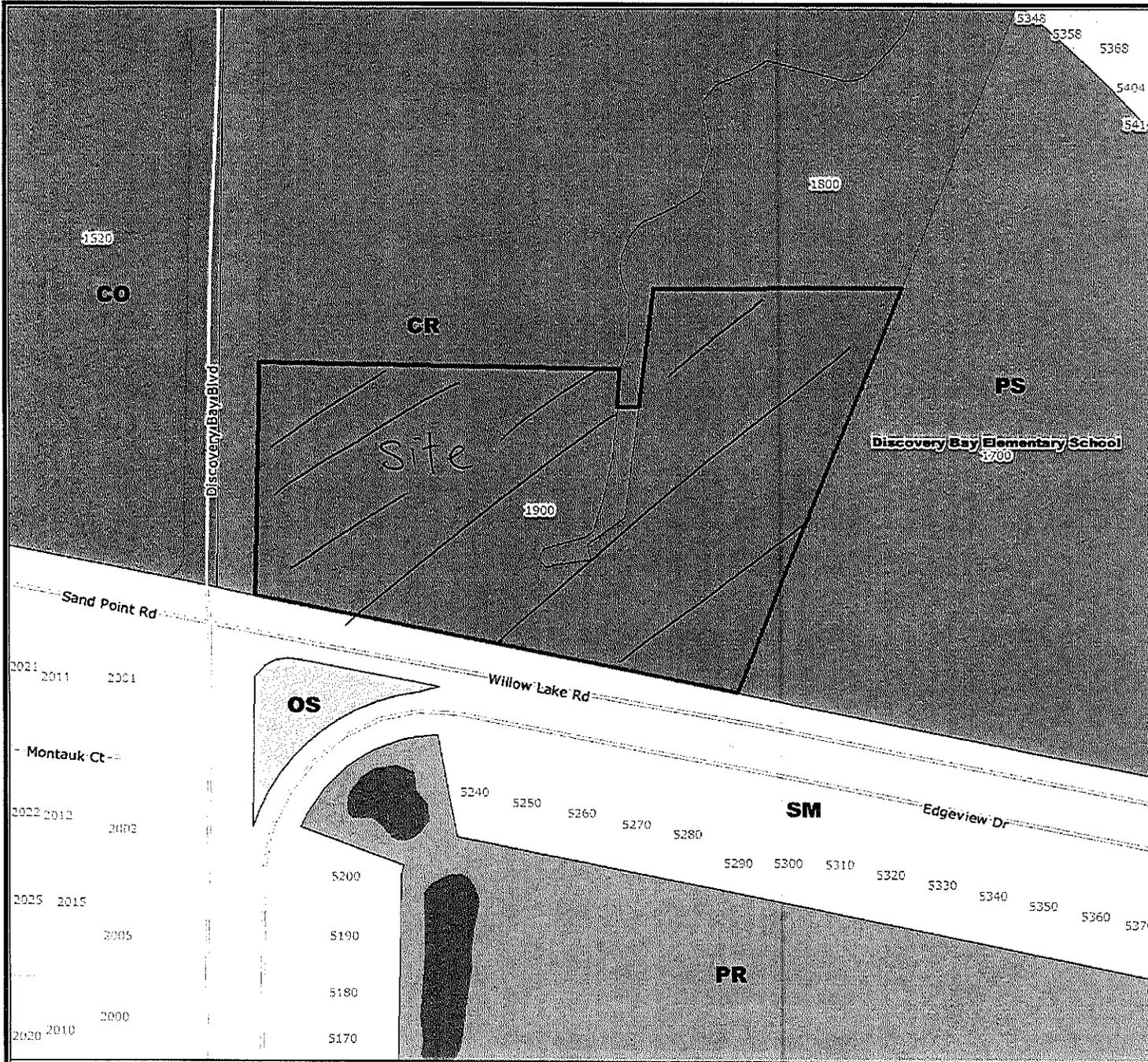


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330 LLA 68 08/27/13

FM 009-24  
ASSESSOR'S MAP  
BOOK 8 PAGE 33  
CONTRA COSTA COUNTY, CALIF.

Agenda Item G-1



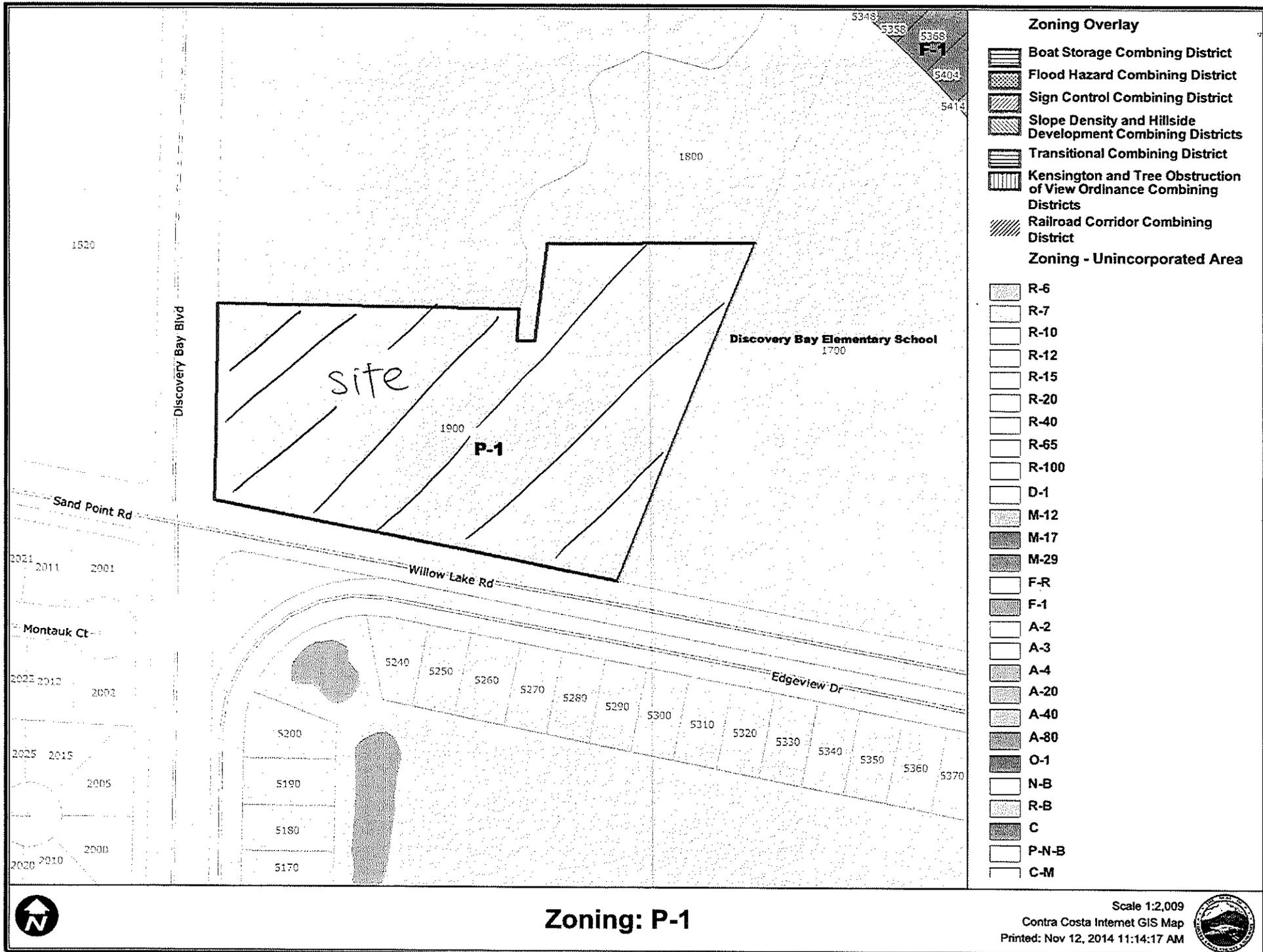
- General Plan - Unincorporated Area**
- M-1
  - M-2
  - M-3
  - M-4
  - M-5
  - M-6
  - M-8
  - M-9
  - M-10
  - M-11
  - M-12
  - M-13
  - SV (Single Family Residential - Very Low)
  - SL (Single Family Residential - Low)
  - SM (Single Family Residential - Medium)
  - SH (Single Family Residential - High)
  - ML (Multiple Family Residential - Low)
  - MM (Multiple Family Residential - Medium)
  - MH (Multiple Family Residential - High)
  - MV (Multiple Family Residential - Very High)
  - MS (Multiple Family Residential - Very High Special)
  - CC (Congregate Care/Senior Housing)
  - MO (Mobile Home)
  - CO (Commercial)
  - OF (Office)
  - BP (Business Park)
  - LI (Light Industrial)
  - HI (Heavy Industrial)
  - AL, OIBA (Agricultural Lands/Island Bonus Area)
  - CR (Commercial Recreation)
  - ACO (Airport Commercial)



**General Plan: Commercial Recreation/Public and Semi-Public**

Scale 1:2,009  
 Contra Costa Internet GIS Map  
 Printed: Nov 12, 2014 11:16:10 AM





**Zoning Overlay**

- Boat Storage Combining District
- Flood Hazard Combining District
- Sign Control Combining District
- Slope Density and Hillside Development Combining Districts
- Transitional Combining District
- Kensington and Tree Obstruction of View Ordinance Combining Districts
- Railroad Corridor Combining District

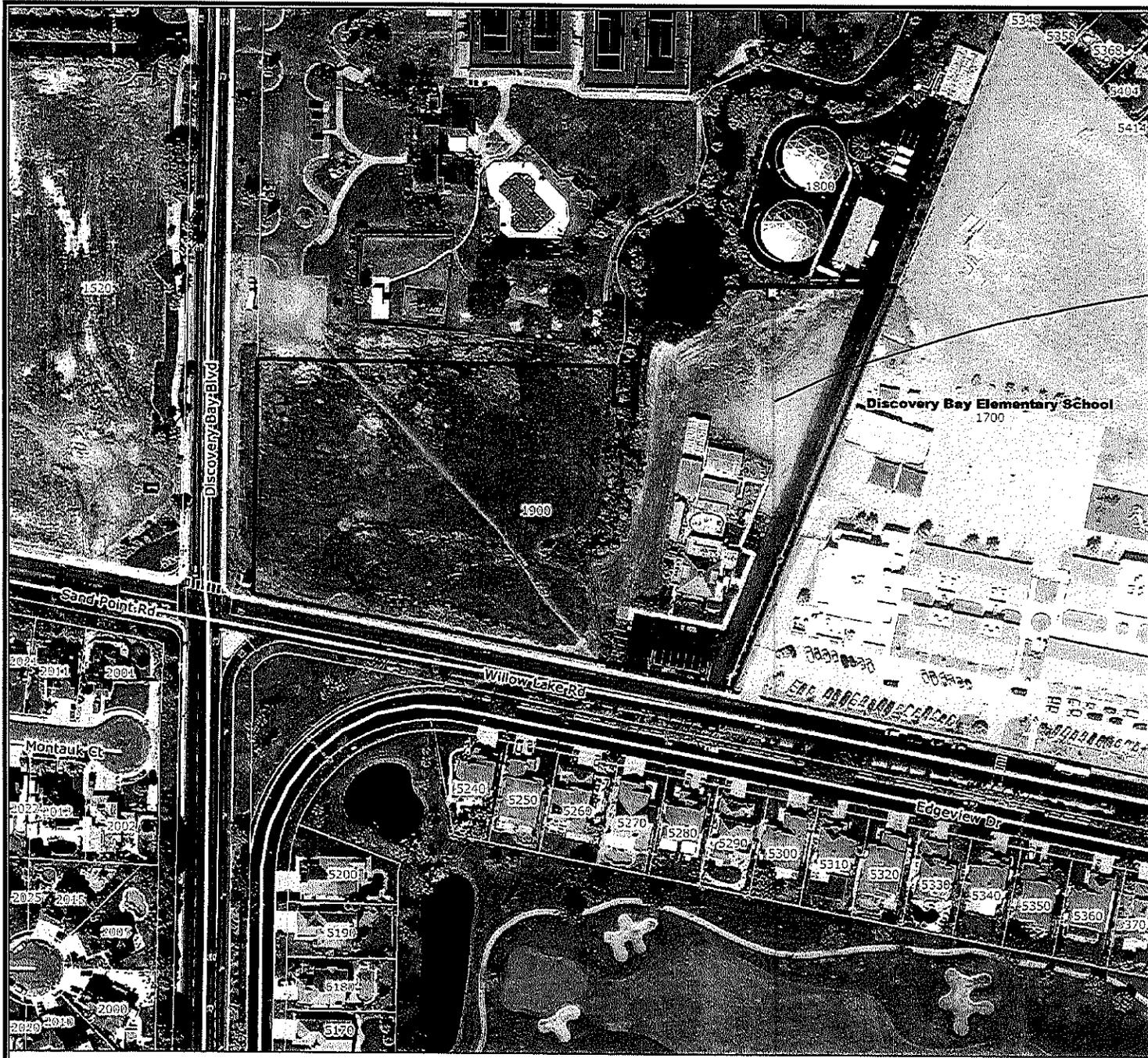
**Zoning - Unincorporated Area**

- R-6
- R-7
- R-10
- R-12
- R-15
- R-20
- R-40
- R-65
- R-100
- D-1
- M-12
- M-17
- M-29
- F-R
- F-1
- A-2
- A-3
- A-4
- A-20
- A-40
- A-80
- O-1
- N-B
- R-B
- C
- P-N-B
- C-M

**Zoning: P-1**

Scale 1:2,009  
Contra Costa Internet GIS Map  
Printed: Nov 12, 2014 11:14:17 AM





Parcel  
 Orthophoto (4in, April 2008)

site

Agenda Item G-1



**Aerial Photo**

Scale 1:2,009  
 Contra Costa Internet GIS Map  
 Printed: Nov 12, 2014 11:08:29 AM





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LPI4-2064

Dept of Conservation & Development



DISCOVERY BAY BLVD  
PSL279973  
PSL20130985643

1900 WILLOW LAKE RD  
DISCOVERY BAY, CA 94505  
CONTRA COSTA COUNTY

STAMP:

PROJECT NO: PSL279973

DRAWN BY: CNELSON

CHECKED BY: SAL MTZ JR

NO	DATE	ISSUE
1	06.17.14	90% ZONING
2	07.24.14	95% ZONING
3	07.25.14	100% ZONING
4	10.28.14	100% ZONING

TITLE SHEET

SHEET NUMBER  
**T-1**

COMPANY JOB NO: WD4134

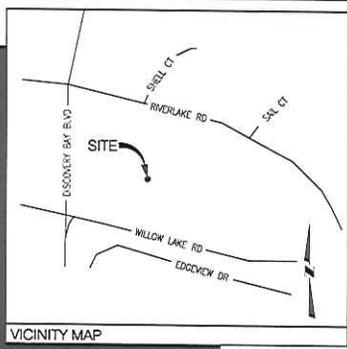


SITE NAME:  
**DISCOVERY BAY BLVD**  
ADDRESS  
1900 WILLOW LAKE RD DISCOVERY BAY, CA 94505  
PSL#: 279973  
PSP#: 20130985643

APPROVED BY		
APPROVAL:	SIGNATURE:	DATE:
LANDLORD:		
VZW COPT ENG:		
RF ENGINEER:		
LEADING MANAGER:		
ZONING MANAGER:		
CONSTRUCTION MANAGER:		
REAL ESTATE SPECIALIST:		
OPERATIONS MANAGER:		
TRANSPORT MANAGER:		

- CONTRACTOR SHALL VERIFY ALL PLANS, EXISTING CONDITIONS, AND DIMENSIONS OF THE JOB SITE PRIOR TO STARTING WORK. IMMEDIATELY NOTIFY THE ENGINEER IN WRITING OF ANY DISCREPANCIES BEFORE PROCEEDING WITH WORK OR BE RESPONSIBLE FOR THE SAME.
- FIGURED DIMENSIONS TAKE PRECEDENCE OVER SCALED DIMENSIONS.
- CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR WORK PROCEEDING IN A SAFE AND ORDERLY MANNER IN ACCORDANCE WITH THE APPLICABLE CODES AND REQUIREMENTS OF THE OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION. CONTRACTOR AND/OR THEIR EMPLOYEES MUST IMMEDIATELY NOTIFY THE CONSTRUCTION MANAGER OF ANY NECESSARY CHANGES TO COMPLETE THE WORK/PROJECT AS DESCRIBED HEREIN.
- ALL WORK PERFORMED AND MATERIALS INSTALLED SHALL BE IN STRICT ACCORDANCE WITH ALL APPLICABLE CODES, REGULATIONS AND ORDINANCES. CONTRACTOR SHALL GIVE ALL NOTICES AND COMPLY WITH ALL LAWS, ORDINANCES, RULES, REGULATIONS AND LAWFUL ORDERS OF ANY PUBLIC AUTHORITY REGARDING THE PERFORMANCE OF THE WORK. MECHANICAL AND ELECTRICAL SYSTEMS SHALL BE INSTALLED IN ACCORDANCE WITH ALL APPLICABLE MUNICIPAL AND UTILITY COMPANY SPECIFICATIONS, AND LOCAL AND STATE JURISDICTIONAL CODES, ORDINANCES AND APPLICABLE REGULATIONS.
- THE SCOPE OF WORK SHALL INCLUDE FURNISHING ALL MATERIALS, EQUIPMENT, ALL OTHER MATERIALS AND LABOR DEEMED NECESSARY TO COMPLETE THE WORK/PROJECT AS DESCRIBED HEREIN.
- THE CONTRACTOR SHALL INSTALL ALL EQUIPMENT AND MATERIALS WITH MANUFACTURER'S RECOMMENDATIONS UNLESS SPECIFICALLY INDICATED OR WHERE LOCAL CODES OR REGULATIONS TAKE PRECEDENCE.
- THE GENERAL CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK, USING THE BEST SKILLS AND ATTENTION. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR ALL CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES AND PROCEDURES AND FOR COORDINATING ALL PORTIONS OF THE WORK UNDER THE CONTRACT INCLUDING CONTACT AND COORDINATION WITH THE IMPLEMENTATION ENGINEER AND WITH THE LANDLORD'S AUTHORIZED REPRESENTATIVE.
- KEEP GENERAL AREA CLEAN, HAZARD FREE, AND DISPOSE OF ALL DIRT, DEBRIS AND RUBBISH. REMOVE ALL EQUIPMENT NOT SPECIFIED AS REMAINING ON THE PROPERTY. LEAVE PREMISES IN CLEAN CONDITION AND FREE FROM PAINT SPOTS, DUST OR "SMUDGES" OF ANY NATURE.
- CONTRACTOR SHALL MAKE NECESSARY PROVISIONS TO PROTECT EXISTING IMPROVEMENTS, FASMENTS, PAVING, CURBING, ETC. DURING CONSTRUCTION. UPON COMPLETION OF WORK CONTRACTOR SHALL REPAIR ANY DAMAGE THAT MAY HAVE OCCURRED DUE TO CONSTRUCTION OR ABOUT THE PROPERTY.
- THESE DRAWINGS ARE FORMATTED FOR 24"x36" (SIZE D). DO NOT SCALE OTHER SIZED VERSIONS OF THESE DRAWINGS.
- THE FACILITY IS AN UNOCCUPIED DIGITAL TELECOMMUNICATION FACILITY.
- PLANS ARE NOT TO BE SCALED AND ARE INTENDED TO BE A DIAGRAMMATIC OUTLINE ONLY. UNLESS NOTED OTHERWISE, THE WORK SHALL INCLUDE FURNISHING MATERIALS, EQUIPMENT, APPURTENANCES AND LABOR NECESSARY TO COMPLETE ALL INSTALLATIONS AS INDICATED ON THE DRAWINGS.
- PRIOR TO THE SUBMISSION OF BIDS, THE CONTRACTORS SHALL VISIT THE JOB SITE AND BE RESPONSIBLE FOR ALL CONTRACT DOCUMENTS, FIELD CONDITIONS AND DIMENSIONS, AND CONFIRMING THAT THE WORK MAY BE ACCOMPLISHED AS SHOWN PRIOR TO PROCEEDING WITH CONSTRUCTION. ANY DISCREPANCIES ARE TO BE BROUGHT TO THE ATTENTION OF THE IMPLEMENTATION ENGINEER AND ARCHITECT/ENGINEER PRIOR TO PROCEEDING WITH THE WORK.
- THE CONTRACTOR SHALL RECEIVE, IN WRITING, AUTHORIZATION TO PROCEED BEFORE STARTING WORK ON ANY ITEM NOT CLEARLY DEFINED OR IDENTIFIED BY THE CONTRACT DOCUMENTS.
- CONTRACTOR SHALL CONTACT USA BEFORE PROCEEDING WITH ANY CONSTRUCTION, SITE WORK OR CONSTRUCTION.
- SEAL PENETRATIONS THROUGH FIRE RATED AREAS WITH U.L. LISTED AND FIRE CODE APPROVED MATERIALS.
- PROVIDE A PORTABLE FIRE EXTINGUISHER WITH A RATING OF NOT LESS THAN 2-A OR 2-A101C WITHIN 75 FEET TRAVEL DISTANCE TO ALL PORTIONS OF THE PROJECT AREA DURING CONSTRUCTION.
- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH CHAPTER 23 OF THE ULCB REGARDING EARTHQUAKE FIRING, LIGHT FIXTURES, CEILING GRID, INTERIOR PARTITIONS AND MECHANICAL EQUIPMENT. ALL WORK MUST BE IN ACCORDANCE WITH LOCAL EARTHQUAKE CODES AND REGULATIONS.
- DETAILS ARE INTENDED TO SHOW END RESULT OF DESIGN. MINOR MODIFICATIONS MAY BE REQUIRED TO SUIT JOB DRAWINGS OR CONDITIONS, AND SUCH MODIFICATIONS SHALL BE INCLUDED AS PART OF THE WORK.
- REPRESENTATIONS OF TRUE NORTH, OTHER THAN THOSE FOUND ON THE PLOT OF SURVEY DRAWING (SHEET C-1), SHALL NOT BE USED TO IDENTIFY OR ESTABLISH THE DIRECTION OF TRUE NORTH AT THE SITE. THE CONTRACTOR SHALL RELY SOLELY ON THE PLOT OF SURVEY DRAWING AND ANY SURVEYOR'S MARKINGS AT THE SITE FOR THE ESTABLISHMENT OF TRUE NORTH, AND SHALL NOTIFY THE ARCHITECT/ENGINEER PRIOR TO PROCEEDING WITH THE WORK IF ANY DISCREPANCY IS FOUND BETWEEN THE VARIOUS ELEMENTS OF THE WORKING DRAWINGS AND THE TRUE NORTH ORIENTATION AS SHOWN ON THE GROUND SURVEY. THE CONTRACTOR SHALL ASSUME SOLE LIABILITY FOR ANY FAILURE TO NOTIFY THE ARCHITECT/ENGINEER.
- PENETRATIONS OF ROOF MEMBRANES SHALL BE PATCHED/FLASHED AND MADE WATER-TIGHT USING LIKE MATERIALS IN ACCORDANCE WITH MFGA ROOFING STANDARDS AND DETAILS. CONTRACTOR SHALL OBTAIN DETAILED CLARIFICATION FOR SITE-SPECIFIC CONDITIONS FROM ARCHITECT/ENGINEER, IF NECESSARY, BEFORE PROCEEDING.

**GENERAL NOTES**



<p>FROM 2785 MITCHELL DR, WALNUT CREEK, CA 94598:</p> <ol style="list-style-type: none"> <li>START OUT GOING NORTHEAST ON MITCHELL DR TOWARD OAK GROVE RD</li> <li>TURN RIGHT ONTO OAK GROVE RD</li> <li>TURN LEFT ONTO YONKOS VALLEY RD</li> <li>TURN RIGHT ONTO CLAYTON RD</li> <li>TURN RIGHT ONTO MARSH CREEK RD</li> <li>TURN RIGHT ONTO BYRON HWY/CA-4, CONTINUE TO WILLOW CA-4</li> <li>TURN LEFT ONTO DISCOVERY BAY BLVD</li> <li>TURN RIGHT ONTO WILLOW LAKE RD</li> <li>1900 WILLOW LAKE RD IS ON THE LEFT</li> </ol>	<p>SITE NAME: DISCOVERY BAY BLVD PSL# 279973 PSP# 20130985643</p> <p>SITE ADDRESS: 1900 WILLOW LAKE RD DISCOVERY BAY, CA 94505</p> <p>APPLICANT: VERIZON WIRELESS 255 PARKSHORE DR, FOLSOM, CA 95630 PHONE: (916) 984-5924</p> <p>PROPERTY OWNER: PREDECESSOR OF SAN FRANCISCO 1900 WILLOW LAKE RD DISCOVERY BAY, CA 94505</p> <p>VERIZON COPT. MGR: LARRY SOBBES PHONE: (916) 508-2020</p> <p>VERIZON REAL ESTATE SPECIALIST: MICHELLE PHIPPEN PHONE: (925) 279-6622</p> <p>VERIZON RF ENGINEER: DOUG PICARD PHONE: (916) 257-2515</p> <p>CONTACT: AARON SALARS PHONE: (707) 933-9533</p> <p>A.P.N. 006-336-035</p> <p>CURRENT ZONING: P-1</p> <p>JURISDICTION: CONTRA COSTA COUNTY</p>												
<p><b>DIRECTIONS</b></p> <p>ALL WORK AND MATERIALS SHALL BE PERFORMED AND INSTALLED IN ACCORDANCE WITH THE CURRENT EDITIONS OF THE FOLLOWING CODES AS ADOPTED BY THE LOCAL GOVERNING AUTHORITIES. NOTHING IN THESE PLANS IS TO BE CONSTRUED TO PERMIT WORK NOT CONFORMING TO THESE CODES.</p> <table border="0"> <tr> <td>2010 CALIFORNIA ADMINISTRATIVE CODE (INCL. TITLES 24 &amp; 25)</td> <td>2009 INTERNATIONAL BUILDING CODE (IBC)</td> </tr> <tr> <td>2010 CALIFORNIA BUILDING CODES</td> <td>2009 INTERNATIONAL FIRE CODE (IFC)</td> </tr> <tr> <td>2010 CALIFORNIA MECHANICAL CODES</td> <td>2009 UNIFORM PLUMBING CODE (UPC)</td> </tr> <tr> <td>2010 CALIFORNIA ELECTRICAL CODES</td> <td>2009 UNIFORM MECHANICAL CODE (UMC)</td> </tr> <tr> <td>AND / OR DA-222 C</td> <td>LOCAL BUILDING CODES</td> </tr> <tr> <td></td> <td>CITY / COUNTY ORDINANCES</td> </tr> </table> <p>ALONG WITH ANY OTHER APPLICABLE LOCAL AND STATE LAWS AND REGULATIONS.</p>	2010 CALIFORNIA ADMINISTRATIVE CODE (INCL. TITLES 24 & 25)	2009 INTERNATIONAL BUILDING CODE (IBC)	2010 CALIFORNIA BUILDING CODES	2009 INTERNATIONAL FIRE CODE (IFC)	2010 CALIFORNIA MECHANICAL CODES	2009 UNIFORM PLUMBING CODE (UPC)	2010 CALIFORNIA ELECTRICAL CODES	2009 UNIFORM MECHANICAL CODE (UMC)	AND / OR DA-222 C	LOCAL BUILDING CODES		CITY / COUNTY ORDINANCES	<p><b>DIRECTIONS</b></p> <p><b>PROJECT SUMMARY</b></p>
2010 CALIFORNIA ADMINISTRATIVE CODE (INCL. TITLES 24 & 25)	2009 INTERNATIONAL BUILDING CODE (IBC)												
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AND / OR DA-222 C	LOCAL BUILDING CODES												
	CITY / COUNTY ORDINANCES												

<p><b>ARCHITECTURAL/ENGINEERING/SURVEYING</b></p> <p>MT2 TELECOM 3785 COMMERCE DR WEST SACRAMENTO, CA 95661 PH: 209-601-3781 FAX: 916-378-8830 CONTACT: SAL MANTZ</p> <p>GLADYS LABRIS, AIA ARCHITECT CA LIC. NO. C7880 EMAIL: architet@labris.com</p>	<p><b>PROJECT TEAM</b></p> <p>INSTALLATION OF (2) LTE CABINETS, (1) BATTERY CABINET AND ASSOCIATED EQUIPMENT, (1) 30KW DIESEL GENERATOR ON A 7'-0" x 12'-0" CONCRETE SLAB, MANHOLE BRIDGE WITH COAXIAL CABLES AND AN ANTENNA ARRAY CONSISTING OF (2) SECTORS, (2) ANTENNAS PER SECTOR, TOTAL OF (8) ANTENNAS, ON A PROPOSED 30'-0" x 40'-0" FENCED COMPOUND.</p>
<p><b>PROJECT DESCRIPTION</b></p>	<p><b>SHEET INDEX</b></p>

SHEET NO.	DESCRIPTION
T-1	TITLE SHEET
C-1	SITE SURVEY
A-1	OVERALL SITE PLAN, ENLARGED SITE LAYOUT AND ANTENNA LAYOUT
A-1-1	PHONE LOT ASSIGN
A-2	SOUTH & WEST ELEVATIONS

**Discovery Bay Blvd  
Lease Area Description**

All that certain lease area being a portion of that certain parcel of land described in document 2011-04038 of Official Records of Contra Costa County, California and being more particularly described as follows:

Commencing at the Northeast most corner of the aforementioned parcel of land; thence along the Eastern boundary thereof South 22°02'51" West 42.72 feet; thence leaving said East boundary North 67°07'00" West 33.15 feet to the True Point of Beginning; thence from said point of beginning South 22°35'10" West 17.00 feet; thence North 67°24'30" West 25.00 feet; thence North 22°54'10" East 14.37 feet; thence South 89°49'57" East 6.36 feet; thence South 67°24'30" East 19.12 feet to the point of beginning.

Together with a non-exclusive easement for utility purposes, six feet in width, the centerline of which is described as follows: Beginning at a point on the Southwest boundary of the above described lease area which bears South 67°24'30" East 6.50 feet from the West most corner thereof; thence from said point of beginning North 22°35'10" West 3.53 feet; thence North 67°40'24" West 116.9 feet more or less to an existing utility service connection.

Also together with a non-exclusive easement for access and utility purposes, fifteen feet in width, the centerline of which is described as follows: Beginning at a point on the Southwest boundary of the above described lease area which bears South 22°35'10" West 6.50 feet from the East most corner thereof; thence from said point of beginning South 67°37'10" East 21.73 feet; thence South 22°02'51" West 457.40 feet more or less to the public right of way.

DATE OF SURVEY: 06-17-14

SURVEYED BY OR UNDER DIRECTION OF: KENNETH D. COLE, REG. NO. 14403  
LOCATED IN THE COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA  
CONTRACTOR IS RESPONSIBLE TO VERIFY LEASE AREA PRIOR TO CONSTRUCTION.

BEARINGS SHOWN ARE BASED UPON MONUMENTS FOUND AND RECORD INFORMATION. THIS IS NOT A BOUNDARY SURVEY.  
ELEVATIONS SHOWN ON THIS PLAN ARE BASED UPON U.S.C.G.S. N.A.V.D. 88 DATUM, ABOVE MEAN SEA LEVEL UNLESS OTHERWISE NOTED.

N.G.V.D. 1928 CORRECTION SUBTRACT 2.35' FROM ELEVATIONS SHOWN.

CONTOUR INTERVAL: N/A  
ASSESSOR'S PARCEL NUMBER: 008-330-008

LANDLORD(S): THE PRESBYTERIAN OF SAN FRANCISCO  
1800 WILLOW LAKE RD.  
DISCOVERY BAY, CA 94505

Project Name: Discovery Bay Blvd.

Project Site Location: 1900 Willow Lake Rd.  
Discovery Bay, CA 94505  
Contra Costa County

Date of Observation: 06-17-14

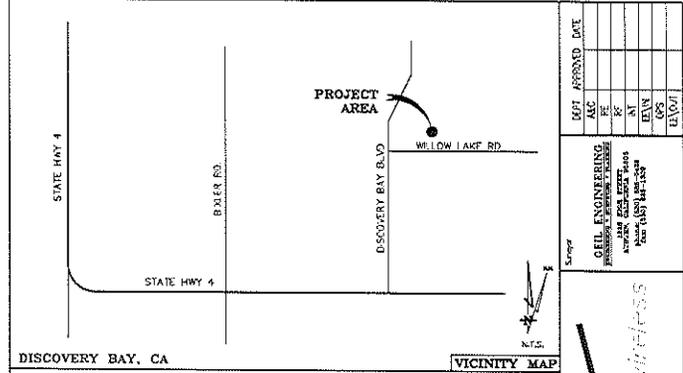
Equipment/Procedure Used to Obtain Coordinates: Trimble DGN2 post  
processed with Polhemus Office software.

Type of Antenna Mount: Proposed Free Standing Monopole

Coordinates

Latitude: N 37°54'07.80" (NAD83) N 37°54'08.07" (NAD27)  
Longitude: W 121°05'38.81" (NAD83) W 121°05'38.96" (NAD27)

ELEVATION of Footing of Structure (NAVD88) 3.0' AMSL



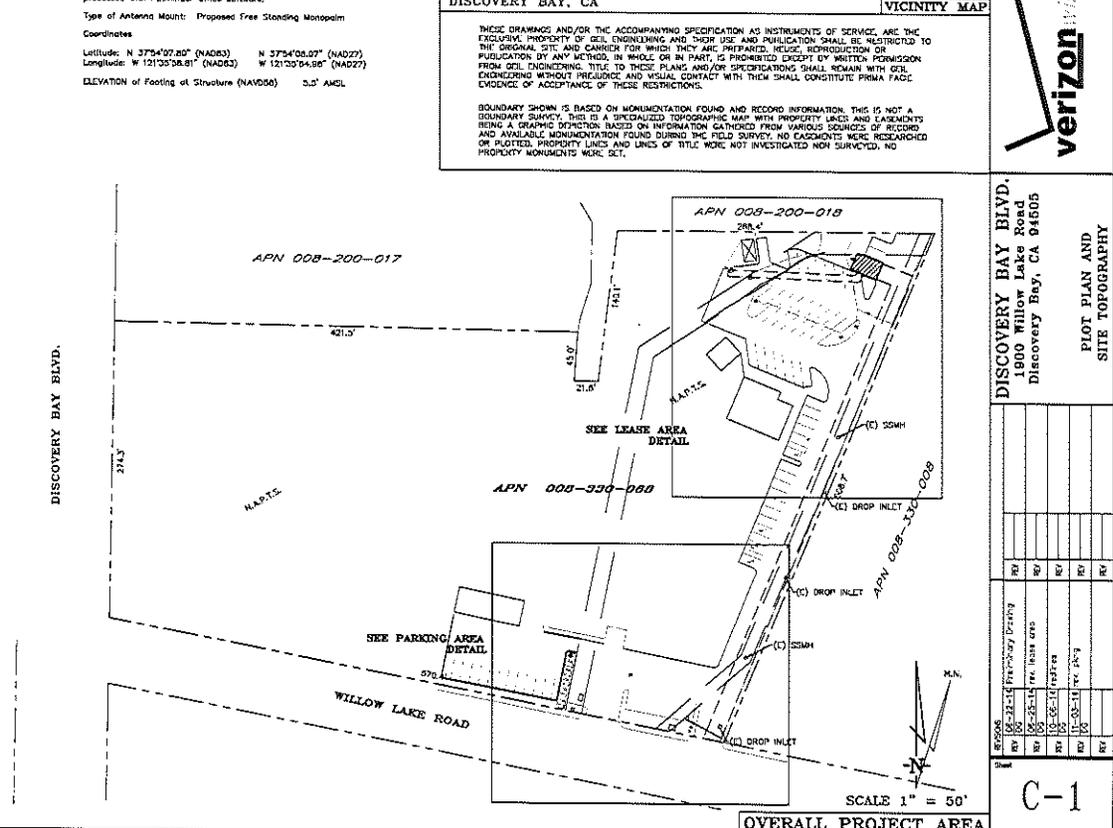
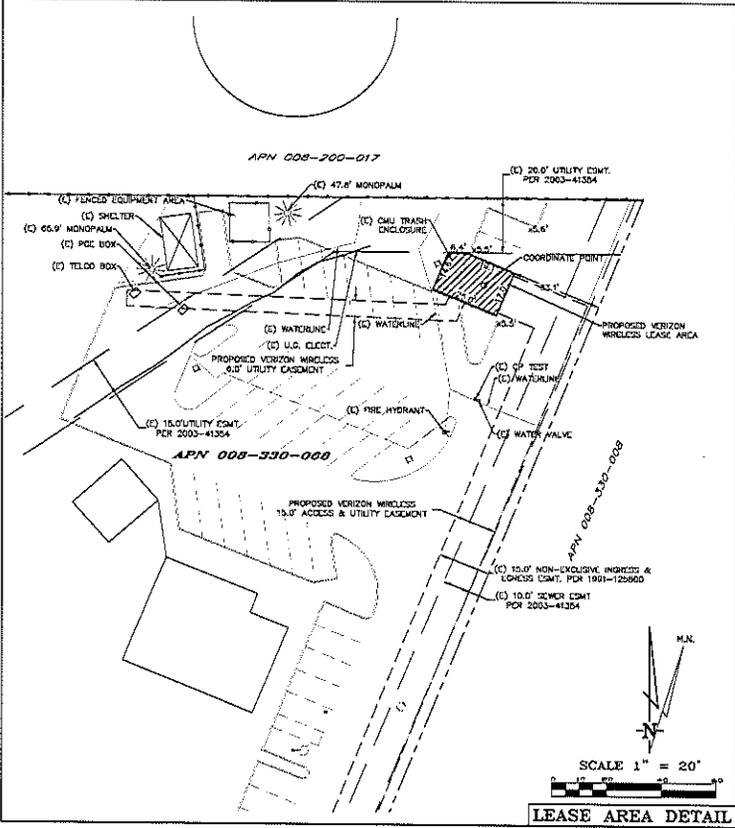
**DISCOVERY BAY, CA**

THESE DRAWINGS AND/OR THE ACCOMPANYING SPECIFICATION AS INSTRUMENTS OF SERVICE, ARE THE EXCLUSIVE PROPERTY OF GEL ENGINEERING AND THEIR USE AND PUBLICATION SHALL BE RESTRICTED TO THE ORIGINAL SITE AND CARRIER FOR WHICH THEY ARE PREPARED. REUSE, REPRODUCTION OR PUBLICATION BY ANY METHOD, IN WHOLE OR IN PART, IS PROHIBITED EXCEPT BY WRITTEN PERMISSION FROM GEL ENGINEERING. TITLE TO THESE PLANS AND/OR SPECIFICATIONS SHALL REMAIN WITH GEL ENGINEERING WITHOUT PREJUDICE AND VISUAL CONTACT WITH THEM SHALL CONSTITUTE PRIMA FACIE EVIDENCE OF ACCEPTANCE OF THESE RESTRICTIONS.

BOUNDARY SHOWN IS BASED ON MONUMENTATION FOUND AND RECORD INFORMATION. THIS IS NOT A BOUNDARY SURVEY. THIS IS A SPECIALIZED TOPOGRAPHIC MAP WITH PROPERTY LINES AND EASEMENTS BEING A GRAPHIC DEPICTION BASED ON INFORMATION GATHERED FROM VARIOUS SOURCES OF RECORD AND AVAILABLE MONUMENTATION FOUND DURING THE FIELD SURVEY. NO EASEMENTS WERE RESEARCHED OR PLOTTED. PROPERTY LINES AND LINES OF TITLE WERE NOT INVESTIGATED NOR SURVEYED. NO PROPERTY MONUMENTS WERE SET.

DEF	APPROVED	DATE

**GEL ENGINEERING**  
REGISTERED PROFESSIONAL ENGINEER  
CIVIL  
1000 WILLOW LAKE ROAD  
DISCOVERY BAY, CA 94505  
PHONE: 925-461-1234  
FAX: 925-461-1235



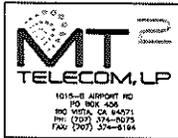
**DISCOVERY BAY BLVD.**  
1900 Willow Lake Road  
Discovery Bay, CA 94505

**PILOT PLAN AND  
SITE TOPOGRAPHY**

NO.	DATE	DESCRIPTION	BY	CHKD.

**C-1**





DISCOVERY BAY BLVD  
 PSL279973  
 PSL20130985643  
 1900 WILLOW LAKE RD  
 DISCOVERY BAY, CA 94505  
 CONTRA COSTA COUNTY

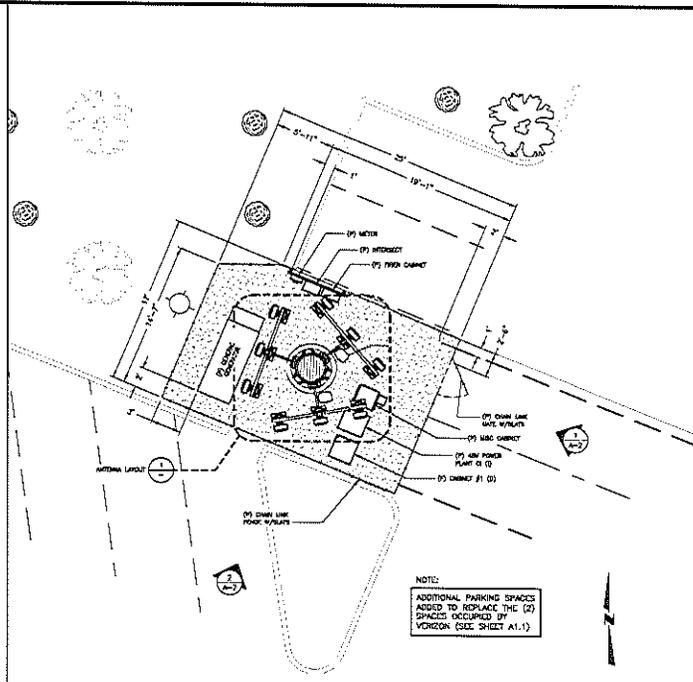
STAMP:

PROJECT NO:	PSL279973	
DRAWN BY:	CNELSON	
CHECKED BY:	SAL MTZ JR	
NO	DATE	ISSUE
1	06.17.14	BOX ZONING
2	07.24.14	95X ZONING
3	07.25.14	100X ZONING
4	10.26.14	100E ZONING

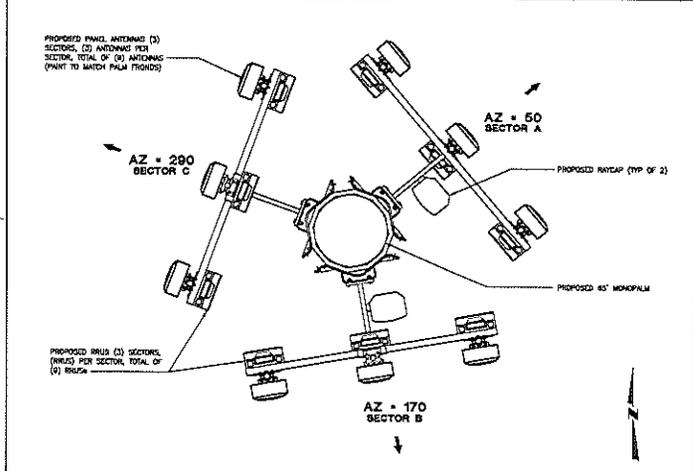
OVERALL SITE PLAN,  
 ENLARGED SITE LAYOUT  
 AND ANTENNA LAYOUT

SHEET NUMBER  
**A-1**

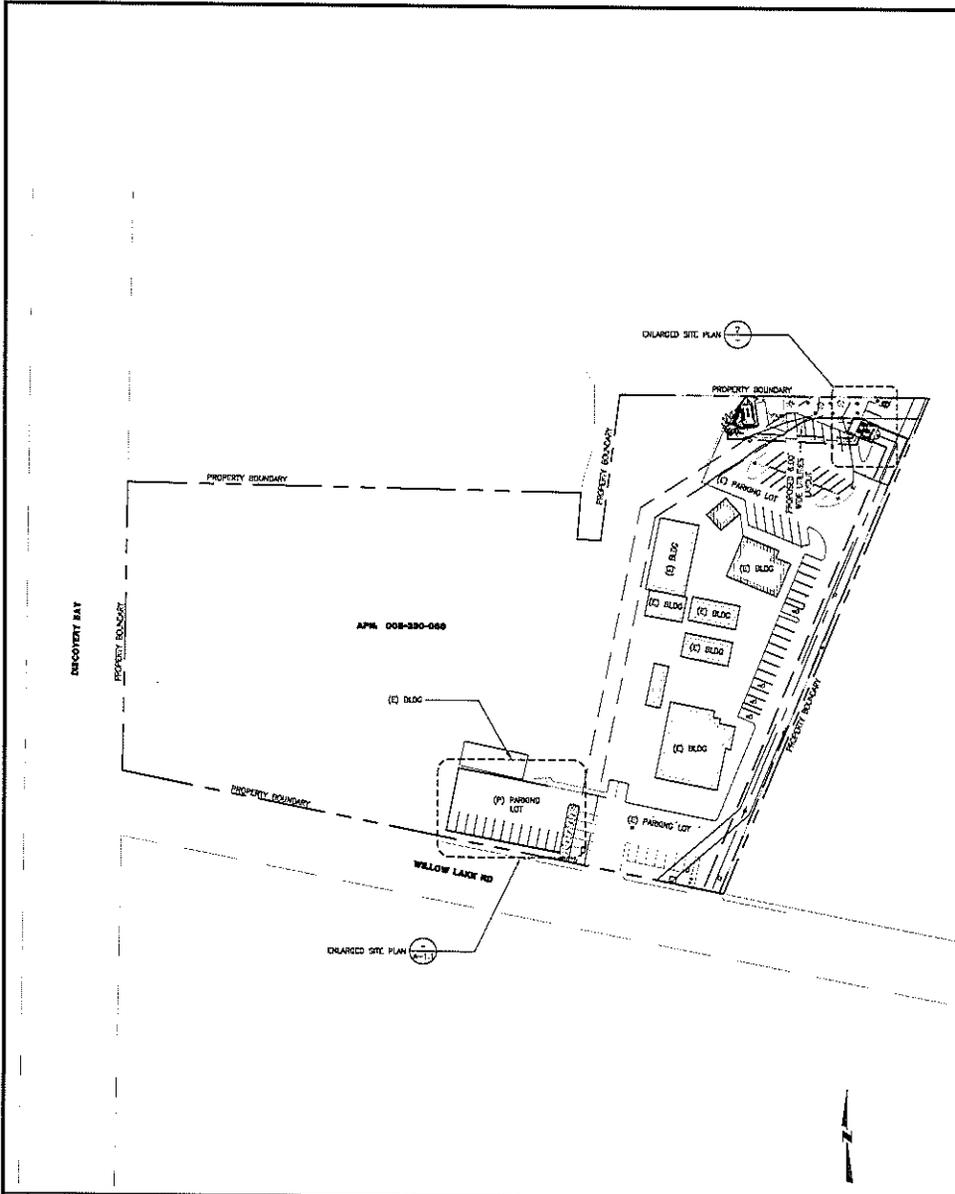
COMPANY JOB NO.: W04134



2 ENLARGED SITE LAYOUT SCALE: 3/16" = 1'-0"



1 ANTENNA LAYOUT SCALE: 1/2" = 1'-0"



3 OVERALL SITE PLAN SCALE: 1" = 50'

**MT<sup>2</sup>**  
**TELECOM, LP**  
 1515-D AIRPORT RD  
 RD BOX 405  
 RD 9202, CA 94971  
 PH: (707) 374-2075  
 FAX: (707) 374-9184

**verizon wireless**  
 233 PARKSHIRE DR  
 FOLSOM, CA 95630  
 PHONE: (916) 934-9924

DISCOVERY BAY BLVD  
 PSL279873  
 PSL20130985643  
 1900 WILLOW LAKE RD  
 DISCOVERY BAY, CA 94505  
 CONTRA COSTA COUNTY

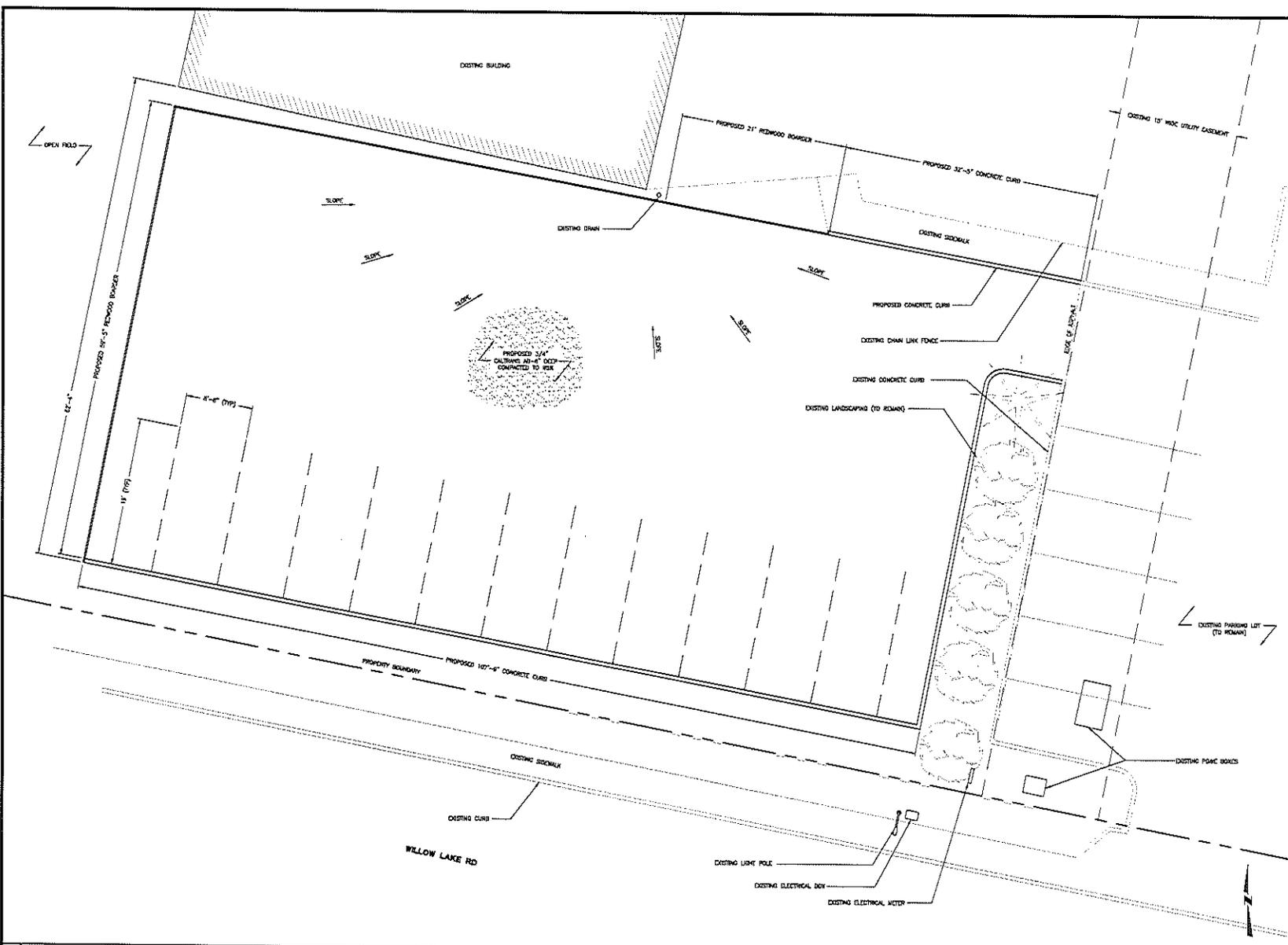
STAMP:

PROJECT NO:	PSL279973	
DRAWN BY:	CNELSON	
CHECKED BY:	SAL MTE JR	
NO	DATE	ISSUE
1	06.17.14	90X ZONING
2	07.24.14	95X ZONING
3	07.25.14	100X ZONING
4	10.28.14	100X ZONING

**PARKING LOT ADDITION**

SHEET NUMBER  
**A-2**

COMPANY JOB NO.: W04134



1 PROPOSED PARKING LOT ADDITION

SCALE: 3/16" = 1'-0"

**MT TELECOM, LP**  
 1015-B AIRPORT RD  
 PO BOX 408  
 RIO VISTA, CA 94571  
 PH: (925) 374-8575  
 FAX: (925) 374-8184

**verizon wireless**  
 255 PARKSHORE DR  
 FOLSOM, CA 95630  
 PHONE: (916) 984-5524

DISCOVERY BAY BLVD  
 PSL279973  
 PSL20130985643  
 1900 WILLOW LAKE RD  
 DISCOVERY BAY, CA 94505  
 CONTRA COSTA COUNTY

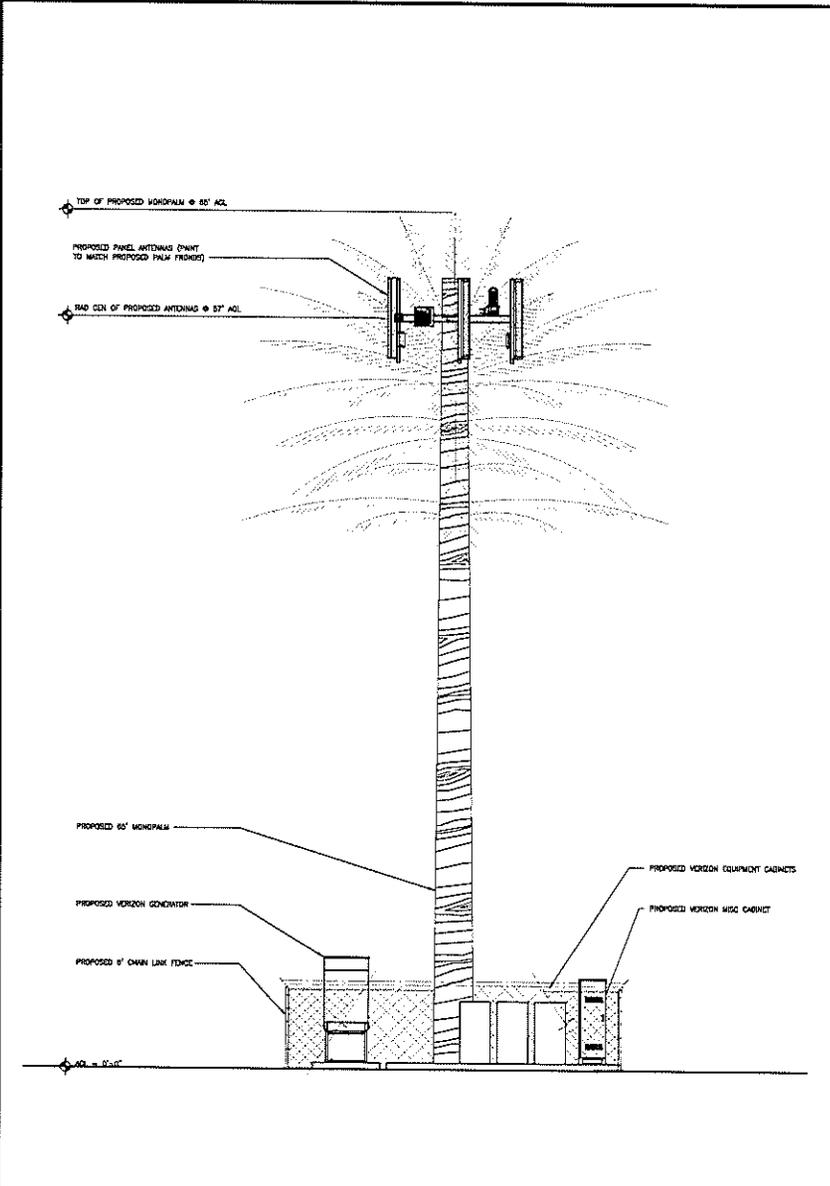
STAMP:

PROJECT NO:	PSL279973	
DRAWN BY:	CNELSON	
CHECKED BY:	SAL MITZ JR	
NO	DATE	ISSUE
1	06.17.14	90% ZONING
2	07.24.14	95% ZONING
3	07.25.14	100% ZONING
4	10.28.14	100% ZONING

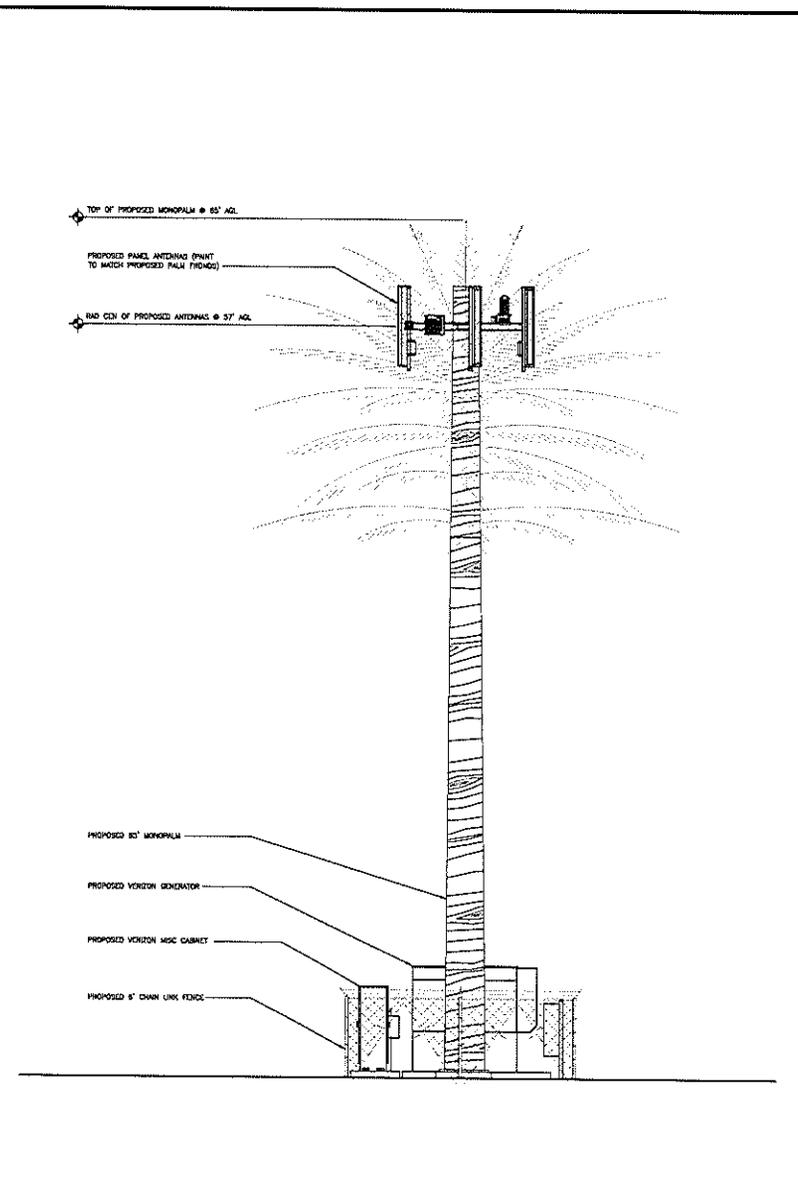
**SOUTH & EAST ELEVATIONS**

SHEET NUMBER  
**A-3**

COMPANY JOB NO.: W04134



**2 | SOUTH ELEVATION** SCALE: 1/4" = 1'-0"



**1 | EAST ELEVATION** SCALE: 1/4" = 1'-0"



**TOWN OF DISCOVERY BAY**  
*A COMMUNITY SERVICES DISTRICT*



President – Mark Simon • Vice-President – Chris Steele • Director – Kevin Graves • Director – Bill Pease • Director – Marianne Wiesen

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No Back Up  
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For Agenda Item H



**TOWN OF DISCOVERY BAY**  
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For Agenda Item I



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For Agenda Item J



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For Agenda Item K



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For Agenda Item L



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For Agenda Item M



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For Agenda Item N



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For Agenda Item O



**TOWN OF DISCOVERY BAY**  
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